



Benefits Summary

ASI employees enjoy a high-quality benefits package, with some benefits fully funded by the employer. The following is a summary of benefits* currently available to eligible, full-time employees.

Health Insurance

ASI offers medical insurance coverage to its employees and their eligible dependents, and provides a comprehensive selection of medical plans: 8 HMO and 3 PPO options including Kaiser, Blue Shield Access+ HMO, and PERS Choice. ASI's monthly contribution to your medical premium is so substantial that the monthly employee premium for 7 of the 11 options, to cover yourself **and your family**, is **\$0!**

ASI also provides vision and dental coverage and **pays 100%** of the **premium**.

Voluntary Benefits through Aflac

ASI offers Aflac Insurance to help cover your medical and living expenses. It's insurance for daily living. It pays cash directly to you to help with the daily expenses due to an accident or illness. The four policies available are: Accident Insurance, Cancer Insurance, Hospitalization Insurance and Short Term Disability Insurance.

Employee Assistance Program (EAP)

In addition to the benefits provided by ASI, you and your household members have access to an Employee Assistance Program to help with the everyday challenges of life that may affect your health, family life and desire to excel at work. You and the members of your household are entitled to up to 5 free consultations with a licensed clinician per incident, per individual, per calendar year.

Retirement Plan (CalPERS)

ASI contracts with the California Public Employees Retirement System (CalPERS) for its retirement plan administration. That's right, as an ASI employee you will become part of the largest public pension plan in the nation, joining the more than 1.6 million CalPERS members!

CalPERS retirement is a "defined benefit" plan. With a defined benefit plan, you receive a **lifetime** benefit determined by a set formula, rather than earnings from a savings plan. As a defined contribution plan, both you **and ASI** make contributions towards your retirement!

CalPERS 457 Deferred Compensation Plan

Employees are eligible for enrollment in CalPERS' 457 Deferred Compensation Plan. This permits the deferment of taxes on a portion of the employee's monthly income. It offers the dual benefits of reducing the amount of current taxable income and increasing the amount of income in a future period when expected earnings, and the employee's tax bracket, will be lower. Taxes on the investment are paid at the time of withdrawal.

Long-Term Disability Insurance

ASI provides employees with a supplemental long-term disability insurance plan. The plan provides benefits following 60 days of disability and would be in addition to any State Disability Insurance or Social Security benefits, if applicable. **ASI pays 100%** of the premium for this insurance.

Life Insurance

ASI provides employees with a \$50,000 life insurance policy if salary is under \$50,000 annually. If salary is above \$50,000 annually life insurance coverage is equal to salary, up to \$100,000. **ASI pays 100%** of the premium for this insurance.

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Holidays

ASI employees observe the 13 paid holidays listed below, and participate in the campus' closure from Christmas through New Year's Day.

New Year's Day	Martin Luther King, Jr. Day	Lincoln's Birthday
Washington's Birthday	Cesar Chavez Day	Memorial Day
Independence Day	Labor Day	Admissions Day
Columbus Day	Veterans Day	Thanksgiving Day
Christmas Day		

Additionally, ASI employees receive one Personal Holiday (8 hours) per calendar year.

Vacation

ASI employees accrue vacation time in accordance with the schedule below, with the exception of management employees who accrue 16 hours of vacation time per month.

Length of Service		Hours per Month	Days per Year
1- 36 months	3 years	6.67	10
37-72 months	6 years	10	15
73-120 months	10 years	11.33	17
121-180 months	15 years	12.67	19
181-240 months	20 years	14	21
241-300 months	25 years	15.33	23
300+ months	25+ years	16	24

Sick Leave

ASI employees earn 8 hours of sick time per month.



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Payday and Direct Deposit

ASI employees are paid every 10th and 25th of the month. If the 10th or 25th fall on a non-working day or holiday, payday shall be on the working day immediately prior to the payday scheduled.

Direct deposit of paychecks is available.

Educational Fee Reimbursement

ASI is committed to helping employees make the most of educational opportunities. The Educational Fee Reimbursement Program assists employees who aspire to higher levels of skills and professional competencies. This program provides partial fee reimbursement up to \$500 per quarter.

Complimentary Access to the Recreational Center

ASI employees currently receive complimentary access to the Bronco Recreational and Intramural Complex (BRIC).

Cal Poly Federal Credit Union

ASI employees can join the Cal Poly Federal Credit Union at any time. The Cal Poly Federal Credit Union provides services such as a checking and saving account, auto loans, credit card, and many other services.

**Benefit programs are subject to change and do not represent any guarantee of employment.*